

## GOVERNMENT OF ANDHRA PRADESH

### ABSTRACT

Establishment - Secretariat Services – Single Unit - Appointment of Smt.M.Naga Lakshmi W/o Late Sri S.Srinivasa Rao, S.O., P.R. & R.D Dept as Typist – cum - Assistant on compassionate ground – Orders - Issued

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GENERAL ADMINISTRATION (SU.II) DEPARTMENT

G.O.MS.No. 297

Dt:23.09.2014

Read the following:-

1. G.O.Ms.No:612, GA (Ser.A) Dept., dated 30-10-1991.
2. G.O.Ms.No:577, GA (Ser.A) Dept., dated 29-10-1993 read with G.O.Ms. No:76, GA (Ser.A) Dept., dated 15-03-1995.
3. G.O.Ms.No:969, GA (Ser.A) Dept., dated 26-10-1995.
4. G.O.Ms.No:455, GA (Ser.B) Dept., dated 31-10-1997.
5. Govt.Memo.No:60681/Ser.A/2003-1, G.A. (Ser.A) Dept., dated 12-08-2003.
6. G.O.Ms.No:346, GA (Ser.G) Dept., dated 26-10-2004.
7. From Smt.Naga Lakshmi, W/o Late Sri S.Srinivasa Rao, Representation, dated 28.01.2014.

### **ORDER:-**

Under Rule 10(a) of the Andhra Pradesh State and Subordinate Service Rules, 1996 and also terms of the orders issued in the references 1<sup>st</sup> to 6<sup>th</sup> read above, Smt.M.Naga Lakshmi W/o Late Sri S.Srinivasa Rao, S.O., P.R. & R.D Department is hereby appointed as Typist-cum-Assistant in category 8 of Class-B of A.P.Secretariat Subordinate Service Rules, 1997 purely on temporary basis on compassionate grounds in the scale of pay of Rs.9460-280-10300-300-11200-330-12190-360-13270-390-14440-420-15700-450-17050-490-18520-530-20110 -570-21820-610-23650-650-25600-700-27700 with usual allowances admissible from time to time from the date of joining duty.

2. The appointment of Smt.M.Naga Lakshmi W/o Late Sri S.Srinivasa Rao, S.O., P.R. & R.D Department as Typist-cum-Assistant under compassionate grounds as ordered in para 1 above is subject to the following conditions:

(i) Her appointment is purely on temporary basis and is liable to be terminated at any time without any notice and without assigning any reason.

(ii) She should join duty within the period of 30 days as per Rule 11(a) of A.P. State and Subordinate Service Rules from the date of dispatch (by registered post with acknowledgement due) of the appointment order failing which her appointment will be treated as automatically cancelled.

(iii) She should acquire the typewriting qualification by Higher Grade in Telugu on Government standard key board within two years from the date of joining duty as Typist-cum-Assistant.

(iv) If she fails to acquire the requisite qualification within the prescribed period, she will be reverted to a lower post as if she is a fresh candidate. If she is not willing to take the lower post, she is liable to be discharged from service in terms of G.O.Ms.No.969, General Administration (Ser.A) Department, Dated 26-10-1995.

(v) Her services in the category of Typist-cum-Assistant shall be considered for placing on probation from the date she acquires the typewriting qualification by higher grade in Telugu within the stipulated time and subject to verification of antecedents.

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(vi) She should give an undertaking in writing that she will maintain properly the other family members who were dependent on late Sri S.Srinivasa Rao, S.O., P.R. & R.D Department and in case it is proved subsequently that the family members are being neglected OR not being maintained properly by her the appointment shall be terminated forthwith.

3. On appointment of Smt.M. Naga Lakshmi W/o Late Sri S.Srinivasa Rao, **as Typist-cum-Assistant on compassionate grounds, she is allotted to General Administration Department** in one of the existing vacancies.

4. The General Administration Department is requested to obtain the undertaking from the individual as mentioned at Para-2 (vi) above and furnish the copy of the same along with date of joining of the individual to General Administration (SU.II) Department for record.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRDESH)

LINGARAJ PANIGRAHI

Spl. C.S. to Govt., GPM & AR & Accommodation &  
Prl. Secretary to Govt., (Ser & HRM) (FAC)

To

Smt. M. Naga Lakshmi W/o Late Sri S.Srinivasa Rao  
Plot No.580,  
Y.S.R. Enclave,  
Secretariat Emp., Colony,  
Neknampur (V),  
Rajendra Nagar (M), R.R. District,  
Hyderabad.

The General Administration (OP) Department

**Copy to:**

The PR&RD (OP) Department.

The Dy.PAO, A.P. Secretariat.

The A.G. A.P. Hyderabad,

The P.S to Secy. to Hon'ble C.M/ The P.S. to Spl. C.S.(Ser&HRD)

SF/SC

//FORWARDED BY ORDER//

SECTION OFFICER